

Tab Employment - Maternity Protection / Parental Leave

The screenshot shows the SAP HR form for Maternity Protection / Parental Leave. The form is titled "1 Elemente" and contains several input fields and checkboxes. The "Erwartetes Geburtsdatum" (Expected date of birth) field is highlighted. Below it, there are checkboxes for "Behörde verständigt" (Authority notified) and "Arbeitsbeschränkungen" (Work restrictions). The "Mutterschutz" (Maternity protection) section includes fields for "Von" (From), "Bis voraussichtlich" (Until expected), "Tatsächl. Geburtsdatum" (Actual date of birth), and "Name des Kindes" (Child's name). There are also checkboxes for "Frühgeburt" (Premature birth), "Kaiserschnitt" (Caesarean section), and "Mehrlingsgeburt" (Multiple birth). The "Karenz" (Parental leave) section includes fields for "Anmeldung" (Registration), "Ende spätestens" (End latest), "Von" (From), "Bis" (Until), "Anzahl Teile" (Number of parts), "2. Teil von" (2nd part from), "2. Teil bis" (2nd part until), "Verlängert bis" (Extended until), and "Voraussichtl. Rückkehr" (Expected return). A "Kommentar" (Comment) field is also present.

In this section, future maternity protection or maternity leave (parental leave) is maintained.

Naturally, maternity protection can only be saved for female employees. Maternity leave can be saved for both male and female employees (Fathers' leave).

The periods of maternity protection and maternity leave are calculated according to the expected date of birth entered.

These can also be automatically transferred to an employment entry by checking the "Create/update employment entry for maternity protection" checkbox.

Use Cases

The following use cases are possible:

- Maternity protection
- Maternity protection with subsequent maternity leave
- Maternity protection with subsequent maternity leave and a second part of maternity leave
- Maternity protection with later maternity leave
- Father leave (no planned date of birth, otherwise the terms of protection would be checked)

Maternity protection contains

- Registration with planned date of birth
- Announcement of the actual date of birth and circumstances determining the duration of maternity protection (multiple births, caesarean section, premature birth)

More detailed instructions can be found under Managing parental leave and maternity leave. [Karenz und Elternzeit verwalten](#)¹.

1. /daisy/webdesk-manual-admin/7851-dsy.html?language=4